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2 August 1957

TO : Chief, IO Division

FROM : Comptroller

SUBJECT : Accountability of [] (P)

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REFERENCE: Memorandum for Chief, Finance Division from Chief, Section 1, Operations and Liaison Branch, dated 22 July 1957, Subject as above

1. Reference reports on the results of efforts to clear accounts of subject and indicates that unaccounted for balances remain to be cleared as follows:

<u>Project</u>	<u>Balance</u>
[]	\$ 8,917.42
	12,563.63
Personal Account	<u>4,331.27</u>
	\$ 25,812.32
Less: Refund not identified to project	<u>18,867.80</u>
BALANCE	\$ <u>6,944.52</u>

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2. Although the balances of project advances shown above are identified to specific projects, due to complete lack of accounting control, commingling of funds, etc., it is not possible to conclusively state that identification of balances is correct. Based on available documentation examined, however, the above summary statement reflects the total sum determined accountable by [] as of current date.

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3. We understand that [] is to furnish accountings for travel and shipment of household effects which is expected to liquidate the personal advance (\$4,331.27). It is requested that your office secure accountings, refunds or take such other action deemed appropriate to clear the balance of \$6,944.52 at the earliest possible date.

4. In connection with the examination of available data in this case, it seems quite apparent that techniques and procedures for control of cash and satisfaction of accountability are not adequate. We understand that your office is preparing a revised administrative plan and otherwise taking action to clearly establish current accountability of present project principals and provide procedures which will prevent a recurrence of the present situation. This office will be glad to furnish such technical assistance and guidance in this effort as your desire.

5. Your early advice as to the measures taken to clear the above accountability and to bring the financial affairs of these projects under proper control will be appreciated.

E. R. SAUNDERS

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